



JUL 15 A10:15

JUL 15

STATE PROCUREMENT OFFICE
EMERGENCY PROCUREMENT

TO: Chief Procurement Officer

FROM: DAGS / CSD

Name of Requesting Department

Pursuant to HRS § 103D-307 and Subchapter 10, HAR Chapter 3-122, the Department requests approval for the following:

1. Date or period of Emergency: 6/8/11 - 6/9/11

2. After-the-Fact: ☒ Yes ☐ No

3. Describe in detail the emergency situation that created a threat to life, public health, welfare or safety.

DAGS plumbers were not available and a contractor had to be called to stop a water leak that could not be traced. The leak was occurring in the wall and may have been an electrical hazard and/or leaking may have worsen.

4. Vendor/Contractor Name: Honolulu Plumbing

5. Amount of Request:

\$ 1409.18

6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.

The contractor provided investigation and repairing of water leak in copper pipe.

7. State the reason(s) the vendor/contractor was selected. Explain what competition, as is practicable, was conducted.

The contractor was selected because they have responded timely and provided quality work for reasonable prices for emergency work.

8. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process, and has 1) appropriate written delegated procurement authority; and 2) completed mandatory training.
(Type over "example" and delete cells not used.)

Name of Department Personnel	Division/Agency	Phone Number	e-mail address
Daniel Funakoshi	DAGS/CSD	831-6733	daniel.i.funakoshi@hawaii.gov

All requirements/approvals and internal controls for this expenditure is the responsibility of the department.

I certify that the information provided is to the best of my knowledge, true and correct.

Department Head Signature

Date

For Chief Procurement Officer Use Only

9. Chief Procurement Officer (CPO) Comments:

Procurement Delegation No. 2010-01, Amendment 1 states "...procurement requests submitted to the SPO from departmental personnel without written delegated procurement authority and the appropriate mandatory procurement training will be returned." The SPO has not received from the department the appropriate form SPO-036 for the primary individual named in No. 8.

☐ Approved

☐ Disapproved

☒ No Action Required

Chief Procurement Officer Signature

Date

Honolulu Plumbing Co., Ltd.

1909 Homerule Street

Honolulu, HI 96819-2244

Ph: 847-5796 Fax:847-0302

Invoice

DATE	INVOICE #
6/29/2011	48944

BILL TO

DAGS-Central Services
729 Kakoi St.
Honolulu, HI 96819

W.O. 691878
P.O. 230853

P.O. NO.	TERMS	DUE DATE	PROJECT
	Net 30	7/29/2011	

DESCRIPTION	AMOUNT								
Job: State Plant Quarantine Bldg. 1849 Auiki Street. Emergency repairs water leaking onto floor. \$ 1345.77+63.41 GETax.	1,409.18								
<div>RECEIVED 2011 JUN 30 PM 2:10 STATE OF HAWAII CENTRAL SERVICES DAGS</div> <div><table><tr><td>Date Invoice Received</td><td>7/30/11</td></tr><tr><td>Invoice Extensions Checked</td><td></td></tr><tr><td>Supporting Documents Attached</td><td></td></tr><tr><td>Date Goods/Services Received</td><td>6/28/11</td></tr></table><p>I certify that all materials, supplies and incidentals have been received in good order and condition, (Sec 40-56, HRS.) APPROVED FOR PAYMENT:</p><p>Signed: <u>[Signature]</u> 7/11/11 (Authorized Person Directly Responsible)</p></div>		Date Invoice Received	7/30/11	Invoice Extensions Checked		Supporting Documents Attached		Date Goods/Services Received	6/28/11
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	Total \$1,409.18								